

CITY OF SIMI VALLEY  
Instructions  
Petition for Mobile Home Rent Mediation Board Hearing

The Mobile Home Rent Mediation Board (Board) was established by the City Council to provide a means of assistance in the resolution of rent disputes that may arise between Mobile Home Park residents and park owners.

#### PROCEDURE FOR FILING PETITIONS

Who May File: Any Mobile Home Park resident within the City of Simi Valley may file a petition protesting a rental rate increase and/or a rental rate decrease within their park based upon a decrease in services or amenities with the Board.<sup>1</sup>

When to File: (1) Rent Increase. All petitions protesting a rent increase must be filed with the Board within thirty (30) days of receipt of such notice. At least 25% of the non-exempt spaces that received a notice of rent increase must file a petition in order for the Board to conduct a hearing. If you do not file a petition you will not be affected by the Board's decision.

(2) Decrease in Services or Amenities. If the petition is based in whole or in part on a decrease of services or amenities, tenants must provide written notice to management of their grievance concerning decreases in services or amenities not less than sixty (60) days before petitioning the Board for a reduction in rent. Within three (3) days of the notice to management of their grievance, tenants must provide the Board with the following information: the date of the notice to management regarding the decrease in services or amenities, identification of the tenants or spaces affected and the level of the decrease in services or amenities for each of the affected tenants. If you do not file a petition you will not be affected by the Board's decision.

Where to File: Petitions, along with any supporting documentation, should be submitted to the Department of Environmental Services – Housing Section email: [Housing@simivalley.org](mailto:Housing@simivalley.org) or to 2929 Tapo Canyon Road, Simi Valley, CA 93063. All individuals who file a petition should retain a copy for their records.

After a petition is filed, the Board will notify the park management within three (3) days of the time, date and location of the mediation hearing. The hearing will be scheduled no later than forty (40) days from the date management was notified of the petition. Each person who files a petition will receive written notification of the hearing date and location.

After the Board renders its decision, either management or residents may request a formal hearing before a hearing officer.

If a rent dispute is not resolved within the required ninety (90) day notification period for a rental rate increase, residents would be required to pay the noticed increase. The amount of the rent increase must be placed in an interest bearing trust account by park management for eventual disbursement in accordance with the terms of the final decision of the Board or hearing officer.

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<sup>1</sup> Garden Grove Trailer Park and Rocky Village Recreational Vehicle Park are both exempt from the provisions of City Council Resolution 2013-57. Residents living within these parks may not file a petition with the Board.

**PETITION DUE TO A NOTICE OF RENT INCREASE  
MOBILE HOME RENT MEDIATION BOARD**

Name of Mobile Home Park: \_\_\_\_\_

By signing this petition, I acknowledge that I am protesting a noticed rental rate increase on the basis that I believe it is an unwarranted, or unfair increase in space rent.

Other comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
By signing below I certify that I reside at this mobile home park, that I rent directly from the park owner/management and that I am not a sublessee. I also understand that if I choose not to submit this petition within thirty (30) calendar days of the receipt of a notice of rent increase, I will not receive any potential benefit from the decision of the Simi Valley Mobile Home Rent Mediation Board. By signing below, I understand that this document will be submitted to the Board and will become public information. (Note: One petition per household)

Resident Name (Please print)

Space Number

Signature

Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PETITION FOR A DECREASE IN RENT  
MOBILE HOME RENT MEDIATION BOARD**

Name of Mobile Home Park: \_\_\_\_\_

By signing this petition, I acknowledge that I am requesting a rental rate decrease based upon a decrease in services or amenities, and certify that I have provided written notice to management concerning decreases in services or amenities.

Other comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signing below I certify that I reside at this mobile home park, that I rent directly from the park owner/management and that I am not a sublessee. I also understand that if I choose not to submit this petition within sixty (60) days of providing a notice to management of a decrease in services or amenities I will not receive any potential benefit from the decision of the Simi Valley Mobile Home Rent Mediation Board. By signing below, I understand that this document will be submitted to the Board and will become public information. (Note: One petition per household)

Resident Name (Please print)	Space Number	Signature	Date
_____	_____	_____	_____
_____	_____	_____	_____